

The **Parks and Recreation Board** met Monday, December 15, 2014, 4:45pm, at the Parks office. Present at said meeting were Pat Flannelly, Karen Springer, John MacDonald, Aimee Jacobsen, Jeff Love and Park Board Attorney, Andy Gutwein. Also present was Council President, Ann Hunt. Pennie Ainsworth, Lee Booth, Dan Dunten and Cheryl Kolb represented the department. Absent were staff members, Chris Foley and Bess Witcosky.

Karen convened the Board at 4:52pm.

The first item of the agenda was the approval of the minutes from the November 17, 2014 meeting. Jeff motioned to approve the minutes. Aimee seconded the motion, and the motion carried.

**Assistant Superintendent** – Pennie reported on the following:

- The entire staff attended training on Good Housekeeping & Pollution Prevention Related to Stormwater meeting. The City is required, and committed, to help prevent pollution from getting into our streams, creeks, ponds and rivers. The goal is to prevent oils, grease, dirt, grime, bottles and paper from entering into our waterways. The Department of Environmental Management (IDEM) will be inspecting the City in the next month and wanted all employees to be informed.

**Parks** – Lee reported on the following:

- Inspections are available
- Preparing the rink for opening went fairly smooth this year
- Simon Construction is installing a wood bridge on the Salisbury Ravine Trail (phase 2) and should be done in the next two or three weeks, pending weather.
- Work has begun on making the shelter grills in Happy Hollow Park accessible
- Cleanup is taking place in all park facilities

**Recreation** – Pennie reported on the following in Chris' absence:

- The 2<sup>nd</sup> and 3<sup>rd</sup> grade basketball has started and has 79 registered.
- Skate with Santa was held Saturday, with 51 registered for the event.

**Morton Center** – N/A

**Stewardship** – Dan reported on the following:

- This past four months I have been working with three Purdue classes on projects that will benefit our Parks & Recreation department. One of these classes developed educational posters relating in some way to natural resources. We ended up with 10 posters that we can display in our kiosks around the various parks. The topics centered on the following:

- Rain gardens
- Bees
- Common fungus
- Gourds
- Myths about weather prediction
- Red-winged blackbirds

- Tree rings
- Bird seed
- Common spiders
- Common snakes

We also made sure that the students presented the information to an expert in the field to verify the accuracy of the material before they were printed. I have brought four of the posters just to show you the quality of their work. The posters were paid for through a Purdue Service Learning Grant for \$506.00.

**Superintendent – Jan reported on the following:**

- Jan noted this was a change made to the agenda. She would like the staff to report first, noting her report will follow up on additional items not covered by the staff.
- Reported that she has met with most of the staff members, with the exception of a few in this office, due to their schedules being busy, but still planning to do so. Also, had the first Department Head meeting last week with the Mayor and others, and have met individually with most of the Park Board members.
- Jan informed the Board one of her major goals is communication, with the Board, amongst the staff, with the public, etc. In doing so, she has started a Facebook page with the department, so Facebook users can visit the page and click on “Like” to help keep in touch with the department.
- Noted the Happy Hollow Road construction project is set to begin in the spring. During the construction, the road will remain open, but will be restricted to one lane and to traveling “down” the road only.
- Reported we received a “Thank You” note from The Church of the Blessed Sacrament for our donation in Memory of Garnet Peck, a former Park Board member.
- Noted another revision to the agenda was based on a discussion Jan had with Pat, which was to add Community Concerns. It could be used to track complaints, suggestions and comments from the public as they come in, regardless of how big or small they are.

Pat took over the meeting at this point.

**Old Business**

**Morton Rental Fees**

Due to Bess’ absence, Jan presented the 2015 Proposed Morton Rental Rates. The rates address the rooms available for rental at Morton Community Center. Discussion followed. Aimee motioned to approve the rental rates for Morton Community Center as presented. Karen seconded the motion, and the motion carried.

**2015 NRO Budget**

Pennie requested the Board to approve the 2015 budget for the Nonreverting Operating Fund (NRO). Pennie provided some background information pertaining to the fund, noting in 2000, the City started paying Morton salaries and benefits out of NRO. We have known for some time that the day would come when we would run out of funds for

NRO, and unfortunately, that day has come. Due to the shortage, we have learned the Clerk-Treasurer will now be taking \$60,000.00 from the Nonreverting Capital Pool Fund to make up for the shortfall in revenue for next year. This now raises, not only a concern for the NRO Fund, but also a high concern for the future of the Nonreverting Capital Pool Fund. Salaries and benefits account for approximately \$200,000.00 of the NRO budget. Discussion followed. The Board expressed their concern for the future of these two funds. Pat and Jan plan to put together a statement to be presented to the City Council. The Board expects a resolution to this situation in the upcoming year, and plan to revisit this item in the next couple of months. Aimee motioned to approve the 2015 NRO Budget as presented. Karen seconded the motion, and the motion carried.

**New Business – n/a****West Lafayette School Board –** Karen reported the following:

- It is finals week at the West Lafayette Jr./Sr. High School before the schools will be on break for two weeks. Everyone is looking forward to the break.

**Wabash River**

- Andy reported during the WREC acquisition process of homes along the Wabash River, there were five homes in which it was determined they should be demolished either due to condition, location, etc. The demolition of those homes has begun.

**Community Concerns**

Jan informed the Board this is another revision for the agenda. She noted communication is very important to her and she would like to use this area to report information received from the public, noting there is nothing to report for this month. Discussion followed. The Board requested the line item be changed to read Public Comment rather than Community Concerns.

**Pay Claims**

Karen motioned for claims to be paid. Jeff seconded the motion, and the motion carried.

**Adjourn**

Jeff motioned to adjourn the meeting. John seconded the motion, and the meeting adjourned at 5:48pm.

**Next Meeting Date**

The next Park Board meeting will be Monday, January 26, 2014.

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Presiding Officer

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Secretary

*File:Cheryl/2014Park Board Minutes/Minutes#12/December2014*